

**SEATTLE PUBLIC UTILITIES
COPIES OF PUBLIC RECORDS
FEE SCHEDULE**

The first 15 pages of copies or electronic files in native format will be provided at no cost to the requester. All copies or files requested in excess of the first 15 shall be invoiced as follows:

Paper copies

Standard 8½ by 11" black & white	\$0.15	per page
Standard 8 ½ by 14" black & white	\$0.15	per page
Standard 11 x 14" black & white	\$0.15	per page
Oversize maps or drawings	cost of vendor charge	
Color copies, standard sizes	\$0.25	per side of each page
Color copies, non-standard sizes	cost of vendor charge	

Postage

Sending via US mail	cost of postage
---------------------	-----------------

Electronic records

Records transferred directly to disk	\$1.00	per CD
Scanned records to add to CD	\$0.10	per page + cost of CD
Conversion of files to PDF	\$0.10	per page

Video

Video, original format burned to disk	\$15.00	per DVD
Video converted from tape to disk	cost of labor + DVD	

Data

Standard queries and reports from databases – same as standard copies

Non-standard requests for customized data compilations, queries, reports, or formats that involve specialized knowledge in computer skills and time to create new records may be provided at extra cost.